

Minutes

Process Standardization Working Group Meeting

Thursday, March 21, 2002, 9:00 a.m. – 4:00 p.m.

LOCATION: GCSECA, 120 North 44th Street, Suite 100, Phoenix, AZ

Topic	Lead	Anticipated Outcome	Att.
1 Welcome, Introductions, Sign-In, and Approval of Minutes	Evelyn Dryer	Evelyn Dryer (TEP) welcomed participants to the full group session of the Process Standardization Working Group meeting ("PSWG"). A sign-in sheet was circulated. Minutes from the January 24th, 2002 meeting were approved.	
2 Report from Director, Utilities Division – Outcome of condensed PSWG group meeting held on February 12, 2002.	Mr. Ernest Johnson	<p>Evelyn advised the group that the Director would not be attending the meeting. Evelyn updated the group on the February 12, 2002 meeting. The five issues identified by the PSWG as issues the group could address without Competitive participation were presented to the Director. The Director agreed the issues should be addressed. After the group has dealt with the issues, he agreed the group should re-group to discuss the future of the group given the uncertainty of the market.</p> <p>Erinn Andreasen (ACC Staff) advised she needs a letter from Evelyn approving the removal of attachment L and M, which were included in the Metering Handbook in error. Once the letter is received, the Metering Handbook can then move through the approval process as the state standard.</p> <p>Action Item: Evelyn will submit the letter and confirm attachment L and M appendix have been attached to the MSP Performance Monitoring document submitted to the Director.</p> <p>Paul Taylor (R.W. Beck/CUC) brought up a possible discrepancy with the documents posted on the ACC website: There are two documents (VEE and Operating Procedures for Performing Work on Primary Metered Customers) posted on the web stating interpolation requirements. Which document is the correct document? It was clarified that once the Meter Handbook and the MRSP Performance document are approved and posted, the Performing Work on Primary Metered Customers will be removed from the website thus, eliminating confusion.</p>	
3 Issue 102 – 867 corresponding with VEE Rules	Shirley Renfro	<p>Shirley presented a redlined copy of the AZ 867 to the group. Shirley updated the document with changes requested in previous meetings as well as changes to comply with the VEE document. The group reviewed each page of the redlined document and made numerous changes. Shirley will make changes and present the revised redline document at the April 18, 2002 meeting.</p> <p>Action Item due April 18, 2001: Participants need to ask their EDI representatives if the Reference 130 can be removed from the Header and move it to Reference 30 and add Ref 11 (ESP assigned account number for customer) to the detail section.</p>	

4	MRSP and MSP Performance Status	Tony Gillooly	<p>Tony reported that both MSP and MRSP documents have been sent to the Utilities Division Director for approval of the state standard.</p> <p>APS requested to change their implementation schedule to say “APS will implement upon such time Direct Access within the APS territory warrants development costs required to monitor MSPs and MRSPs.”</p> <p>Action Item: APS will submit revised statement to Evelyn for submission to the ACC.</p>
5	Status of forms on Change Control Process	Tony Gillooly	<p>Tony reported the change control process currently posted on the website is showing two different forms. Evelyn will send a letter to the Utilities Division Director requesting the form dated May 16th 2001 be removed from the document.</p>
6	Issue 128 – Can utilities accept any “rejected” DASRs from ESPs?	Evelyn Dryer	<p>Utilities reported back to the group regarding their system capabilities of receiving rejected DASRs from and ESP. Their response is as follows:</p> <p>APS- - No TEP – NO SRP – NO CUC – Yes Cooperatives- Unsure at this time.</p> <p>The group agreed to mark this issue as resolved on the issues list.</p>
7	New Issues		<p>New Issues:</p> <p>136 Should there be a standard time requirement for cutting a meter read file, example: cut files at midnight.</p> <p>137 Do we need to modify the 867 to include two adjustment codes: Adjusted Estimated and Adjusted Actual in the MEA07 field. This will also require an update to the VEE document.</p> <p>138 What happens to Non Residential customer over 100,000 kWh (annually) if they choose an ESP and want to return to Standard Offer? The rules currently states the UDC has no obligation to serve these customers.</p> <p>139 Need to change the code definitions of Field 26 on the State DASR Handbook.</p>
8	Set Next Agenda and Future Meeting Times	Evelyn Dryer	<p>The group agreed to set up a monthly meeting on the third Thursday of every month. The group scheduled six meetings to be held at GCSECA on April 18, May 16, June 20 July 18, August 15 and September 19.</p>

9	Meeting Evaluation	Evelyn Dryer	The group provided feedback.
10	Adjourn Meeting	Evelyn Dryer	The meeting was adjourned.

Any of the above agenda items may be voted on and approved as a standard by the PSWG

Participants at the March 21, 2002 PSWG meeting were as follows:

Name	Organization (new e-mail address, if appropriate)
Aguayo, Stacy	APS
Andreasen, Erinn	Commission Staff
Aycock, Kimarie	APS
Flood, Kathy	SRP
Gillooly, Tony	TEP
Dryer, Evelyn	TEP
Moyer, June	SRP
Pichoff, Darrel	K. R. Saline
Schenk, Jenine	APS
Fregoso, Judy	TEP
Taylor, Paul	R.W. Beck / Citizens
Renfro, Shirley	Pinnacle West
Cassidy, Pat	SRP
Brandt, Jana	SRP
Carrel, Greg	SRP
Wallace, John	GCSECA